

## Chapter 17 Appropriation Reimbursement Program Input

### 17-1. Overview

a. STANFINS installations have several options in processing transactions related to the Appropriation Reimbursement Program. Depending on the fiscal action code in the APC Master File (AXWAVK), the system will process create different types of input transactions. Para 2-61e provides a complete description of these process created transactions.

b. A reimbursable order received will be recorded based upon receipt and acceptance of a DA Form 2544 (Intra-Army Order for Reimbursement Services) (or other authorized form). The reimbursable order is to be recorded prior to performing work for the customer.

c. Detailed procedures for recording reimbursable orders, establishing customer obligations to a carrier APC, and distribution to a detail APC are contained in paragraph 2-61e.

### 17-2. Document processing

a. Funding entries and Orders received which are manually input will be blocked, coded, and controlled as prescribed in chapter 2, section III. The document number in these appropriation reimbursement transactions will be constructed as follows: card column 50-55 will contain the customer number; cc 56-63 may be constructed in any manner you like including zero fill.

b. Use of TA codes outlined in chapter 16 is explained below.

(1) TA code AV--FYTD Current year Automatic Reimbursement Program. Enter program amount by customer number, APC, and EOR 1010. These amounts entered by customer number and APC will establish the Automatic Reimbursement program amounts in the Appropriation Reimbursement Customer Master at budget project and/or program element level with detail reimbursement source code.

(2) TA code 11 --Annual Automatic Reimbursement Program. Enter program amount by customer number, APC, and EOR 1010. These amounts entered by customer number and APC will establish the Automatic Reimbursement program amounts in the Allotment Ledger and in the Appropriation Reimbursement Customer Master at budget project and/or program element level with detail reimbursement source code.

(3) TA code 17--FYTD Funded Reimbursement Program. This entry is required to post the FYTD Funded Reimbursement program amount received on the FAD (Funding Authorization Document). This updates the allotment ledgers and General Ledger.

(4) TA code 19--Annual Funded Reimbursement Program. Enter program amount by customer number, APC and EOR 1010. These amounts entered by customer number and APC will establish the Funded Reimbursement program amounts in the Allotment Ledger and in the Appropriation Reimbursement Customer Master at budget project and/or program element level with detail reimbursement source code.

(5) TA code 1K--Funded Orders Received. Enter actual orders received by customer number, EOR 1010, and APC. These amounts entered by customer number and APC will establish amounts in the Appropriation Reimbursement Customer Master with detail reimbursement source code.

(6) TA code IL--Automatic Orders Received. Enter actual orders received by customer number, EOR 1010, and APC. These amounts entered by customer number and APC will establish the FYTD Automatic Reimbursement program amounts in the Allotment Ledger and in the Appropriation Reimbursement Customer Master at budget project and/or program element level with detail reimbursement source code.

(7) TA code 51 --Reimbursements Earned (Funded). Enter those transactions that are not internally created by the computer. Input by customer number and APC of the activity that performed the services. Enter EOR and ODC under which the direct expense was originally recorded.

(8) TA code 52--Reimbursements Earned (Automatic). Enter those transactions that are not internally created by the computer. Input by customer number and APC of the activity that performed the services. Enter EOR and ODC under which the direct expense was originally recorded.

(9) TA code 53--Reimbursements Earned Uncollectible for Earned Reimbursements, Automatic Only. Input by customer number and APC of the activity that performed the services. Enter EOR and ODC under which the reimbursement expense was originally recorded. This TA code represents an earned reimbursement that has been previously recorded and has been determined uncollectible; therefore, care should be exercised to insure that the correct customer number is cited in input. Use a credit amount except for a reversal.

(10) TA code 54--Reimbursements Earned Uncollectible for Miscellaneous Sales and Taxes. Use same criteria as outlined in paragraph 17b(9) above. Use a credit amount except for a reversal.

(11) TA code 55--Transfers of Accounts Receivable (In/Out). Use this TA code for funded accounts receivable transfers in or out. Transactions must be entered by customer number and APC. Use a credit amount for transfer out.

(12) TA code 56--Miscellaneous Sales. Use to establish accounts receivable amounts by customer number that do not meet the earned reimbursement criteria.

(13) TA code 57--Federal Tax, Telephone and Telegraph. Enter by customer number the amounts of Federal tax collected or to be collected on telephone and telegraph accounts receivable.

(14) TA code 58--Waiver Write-off. When total charges to a customer during a 3-month period, including Stock Fund issues, does not equal \$100, the amounts, other than Stock Fund issues, will be waived. It will be necessary to enter these charges as earned reimbursements by customer number before a TA code 58 may be used. Therefore, this TA code must be entered by customer number, and APC of the activity performing the services. Use a credit amount for reversal.

(15) TA code N1 --Appropriation Reimbursement Inquiry. Enter by specific customer number.

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Description	Card columns	Remarks
Type code	1	Constant "N".
Action code	2	Constant "1".
Blank	3	
Customer number	4-9	Number used to record the order.
OR		
To obtain inquiry for all customer numbers	4-6 7-9	Constant "ALL". Blank.
Blank	10-80	

Figure 17-4. Appropriation reimbursement inquiry

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